

**ROBBINSDALE
ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES
TUESDAY, OCTOBER 12, 2021
COUNCIL CHAMBERS**

CALL TO ORDER:

1. The Robbinsdale Economic Development Authority (REDA) meeting was called to order by President Backen at 7:00 p.m.

MICROPHONE CHECK:

2. Complete.

ROLL CALL:

3. Members Present: Blonigan, Selman, President Backen
Members Absent: Kline, Webb
Staff Present: Marcia Glick, Executive Director
Rick Pearson, Community Development Coordinator

#4A-C CONSENT AGENDA:

4. **MOTION** by Member Selman, seconded by Member Blonigan to approve and place on file the Consent Agenda Items #4A-C:
 - A. Motion to approve and order placed on file minutes of the following:
 - **Regular Meeting Minutes of September 14, 2021;**
 - B. Motion to approve the RESOLUTION APPROVING THE ISSURANCE OF, AND PROVIDING THE FORM, TERMS, COVENANT AND DIRECTIONS FOR THE ISSUANCE OF IT TAXABLE TAX INCREMENT REVENUE NOT, SERIES 2021A IN AN AGGREGATE PRINCIPAL AMOUNT OF \$7,700,000.
 - C. Motion to approve **Disbursement Requests** for period ending October 12, 2021.

The vote was unanimous and the motion carried. (Kline and Webb absent)

#5A: PRESENTATION: Broadway Court – Annual Rate Adjustment

5. **Lorien Mueller, Great Lakes Management 12755 Hwy 55, Plymouth** presented the annual report. The average occupancy over the past year was 98%. They did have a dip in January-February 2021. Currently at 100% leased and 98% occupied. Recommend a rent increase of 2.5% to cover expenses at the property and prepare for capital updates. Demographics are relatively stable – 35 residents age 76+ and 15 residents age 55-65. REDA direction is for market rate while keeping comparisons to those with tax credit. Broadway Court falls in the middle of the comparisons. Costs increasing by 3%. Effective revenue \$18,000 increase with a \$15,500 expense increase. Expect 19% increase in administrative costs mostly related to new software program, which

will allow on-line work orders, rent payments, a calendar of events and communications portal. At similar buildings, there is 70-75 engagement in portal. Will provide on-site support.

As to the budget, Utility expenses were higher than expected in the 2021 budget. Salaries decreased 4.5% compared to 2021 budget. On the Capital budget they will be completing updating the apartment locks and a consultant will assess the windows at the 20-year mark. AC units are also being evaluated.

6. Member Blonigan acknowledged that overall the staff is competent and professional. He asked if we are considering energy efficient air conditioning, solar panels on roof, and is there a tax credit?
7. **Ms. Mueller** stated that all interior common area lights are LED, will look at LED lighting options for apartment units. Limited on air conditioning options – needs to be individual units through the wall. Heat for the building is via hot water boiler. Will check on solar panel – as a government owned commercial property the building has Payment in Lieu Of Tax (PILOT) so not sure if there would be tax incentives. Chiropractor updated lighting to LED.
8. Member Blonigan interested in finding out if value of payoff early at 2026 call date. Expect planned window replacements will be energy efficient.
9. **MOTION** by Member Selman, seconded by Member Blonigan to authorize Great Lakes Management to increase 2022 market rents by up to a maximum of 2.5% for Broadway Court Apartments. **The vote was unanimous and the motion carried. (Kline and Webb absent)**

#7A: OLD BUSINESS: 4165 Hubbard Ave N: - Northside Oriental Market

10. Suggested a one-year extension. Look at current termination language.

#10: INFORMATION ONLY:

11. Glick noted reports. Congratulations to two businesses reaching 10 years in forgivable façade loans.

#11: REDA GENERAL COMMUNICATIONS

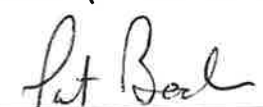
13. None

#12: ADJOURNMENT:

14. **MOTION** by Member Selman, seconded by Member Blonigan to adjourn the meeting at 7:38 p.m.
The vote was unanimous and the motion carried. (Kline and Webb absent)



Marcia Glick, Recording Secretary



Pat Backen, REDA President